



# Registration Services Monitoring Training Session #3

**When:** Tuesday, June 26, 2007 & Wednesday, June 27, 2007

**Where:** Personnel Development Center  
101 W. Peace Street, Raleigh, NC

**Schedule:**

**Day 1 Tuesday, June 26**

9:30 a.m.	Welcome and Introductions	Mark Hensley
9:45 a.m.	Transportation	Phyllis Bridgeman
10:30 a.m.	-Break-	
10:45 a.m.	Transportation continues	Phyllis Bridgeman
11:45 a.m.	Lunch on your own	
1:15 p.m.	In-Home Aide Certification	Mary Jo Littlewood
3:00 p.m.	-Break-	
3:15 p.m.	Housing and Home Improvement	Nancy Evans
5:00 p.m.	End of Day 1	

**Day 2 Wednesday, June 27**

8:30 a.m.	Allowable and Unallowable Costs Office of the State Auditor	Janet Hayes
10:00 a.m.	-Break-	
10:15 a.m.	Allowable and Unallowable Costs	Janet Hayes
11:45 a.m.	Lunch on your own	
1:00 p.m.	Case Studies	Janet Hayes
2:30 p.m.	-Break-	
2:45 p.m.	Case Studies Continue	
3:45 p.m.	Group Discussion and Wrap-up	Janet Hayes
4:00 p.m.	End of Day 2	

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## Registration:

- The **no registration fee** for this training.
- Participants wanting to claim CPE credit for the session on Allowable and Unallowable Costs must assess whether or not the course meets the requirements of 21 NCAC (NC Administrative Code) 8G.0403©, 21 NCAC 8G.0404, and 21 NCAC 8G.0409. The CPA shall maintain documentation proving that the course meets these standards. OSA has provided all necessary documentation for assessment and recordkeeping.
- Please complete copy and paste the attached registration form in an email to **June 19, 2007** to Mark Hensley (mark.hensley@ncmail.net), Lead Monitor, NC Division of Aging and Adult Services.
- There will be no on-site registration.
- When your registration is complete, a confirmation email with directions will be sent to you.

## Hotel Accommodations:

- Red Roof Inn, 1813 S. Saunders Street, Raleigh 919-833-6005
- Holiday Inn Brownstone, 1707 Hillsborough Street, Raleigh 919-828-0811
- Clarion Hotel State Capital, 320 Hillsborough Street, Raleigh 919-832-0501



## Registration Form

### **Services Monitoring Training Session #3**

**June, 26 and 27, 2007**

Personnel Development Center, 101 W. Peace Street, Raleigh, NC

**Registration deadline:** Tuesday, June 19, 2007 **Registration Fee:** FREE

Name \_\_\_\_\_ Position \_\_\_\_\_

Agency \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ FAX \_\_\_\_\_ E-mail \_\_\_\_\_

Yes, I will be attending (*check (✓) all that apply*):

\_\_\_\_\_ **Day 1** - Transportation, In-Home Aide Certification & Housing and Home Improvement

\_\_\_\_\_ **Day 2** - Allowable and Unallowable Costs

Copy and paste the completed registration for in an **email** to: Mark Hensley at  
[mark.hensley@ncmail.net](mailto:mark.hensley@ncmail.net) Confirmation letters with directions will be sent out before the training.